

The following definitions are used throughout the RFP:

“Applicant” means one organization or two or more organizations joined together for the purpose of submitting a proposal in response to this RFP.

“BMCW” or **“Bureau”** means the Bureau of Milwaukee Child Welfare.

“Child placing agency” means a child welfare agency licensed under s. 48.60, Stats., and Ch. HFS 54, Adm. Code, to place children in out-of-home care.

“Child Protective Services” or **“CPS”** means specialized services provided to families, which are designed to control for the safety of children who have been maltreated or who are at risk of maltreatment, to ameliorate the effects of maltreatment, and to alter the conditions that create the risk of child maltreatment.

“Community & Neighborhood-Based Services” means services which are advanced from and within local resources; such services rely upon locally designed and implemented, deliberate and structured arrangements at the service site or other local level among public and private agencies, both informal and formal; services are designed for the purpose of responding more immediately and flexibly to family needs in order to improve the safety, health, functioning, success, and overall well-being of children and families.

“Consortium” means an agreement, combination, or group of agencies formed to submit a proposal in response to this RFP as the applicant, including a designated lead agency and fiscal agent.

“Contractor” means the applicant awarded the contract based on this RFP.

“Corporation” means a legal body formed and authorized by law to act as a single entity although constituted by one or more persons or organizations and legally endowed with various rights and duties responding to this RFP as the applicant.

“Cultural Competence” is a set of congruent behaviors, attitudes, practices, and policies that are formed within a system, within an agency, and among professionals that enable the system, agency and professionals to work respectfully, effectively, and responsibly with customers/clients from diverse family traditions and socio-economic backgrounds.

“Cultural Diversity” is the presence of individuals and groups from different cultures; cultural diversity in the workplace refers to the degree to which an organization, agency, or other group is comprised of people from a variety of differing backgrounds related to behaviors, attitudes, practices, beliefs, values, and racial and ethnic identity.

“Department” or **“DHFS”** means the Wisconsin Department of Health and Family Services.

“Division” or **“DCFS”** means the Division of Children and Family Services within the Department of Health and Family Services.

“Domestic Violence” is a pattern of assaultive and coercive behavior, which may include physical, sexual, and psychological attacks, as well as economic coercion, that is used towards one’s partner, adult family member, or cohabitant.

“Evaluation Committee” means a group of representatives from key stakeholders whose responsibility is to review and evaluate all responding proposals to this RFP and to recommend the selection of the successful proposal.

“Family” is a group of individuals who share common life experience and form connections with one another and defines itself as a family. Family may include a child and his or her biological, adoptive, or temporary foster parents, plus siblings, extended family, significant others and any other blood and in-law relatives as defined by the family.

“Family Assessment” is a component of the CPS casework process in which the ongoing caseworker engages the family in a study and analysis of concerns contributing to safety in order to arrive at a case plan that will reduce the risk of maltreatment and eliminates the threat to safety or controls for safety. The caseworker must make attempts to engage the family. To the greatest extent possible, the assessment should reflect the judgments of the family and caseworker together.

“Family-Based Services” are the assessment, treatment, and case management services which 1) have a family focus and consider the family as a unit; 2) use an ecological or systems theory approach to service delivery; 3) are committed to family preservation unless child safety cannot be assured; 4) are community and home-based; 5) are predicated on a close working partnership with the family; and 6) are committed to empowering families, instilling hope, and helping families to set and achieve their own priorities and goals.

“Family-Managed Safety Planning” is the process of moving the family toward self-management of the child safety factors. There are three phases of family-managed safety planning: control, family stabilization and self-management.

“Fiscal Agent” is an agency managing the finances of the contracts. It is responsible for the receipt and administration of funds and for the submission of all fiscal reports to the Wisconsin Department of Health and Family Services. For a single applicant, the fiscal agent is that applicant. A consortium applicant must designate a fiscal agent.

“Foster home” means any facility operated by a person required to be licensed under s. 48.62(1)(a), Stats., and Ch. HFS 56, Adm. Code, in which care and maintenance are provided for no more than 4 foster children or up to 6 in the case of foster children who are siblings.

“Foster parent” means a person licensed under s. 48.62(1)(a) or (b), Stats., and Ch. HFS 56 or Ch. HFS 38, Adm. Code, with primary responsibility for the care and supervision of foster children placed in his or her home, or a parent in a family-operated group home licensed under s. 48.625, Stats., and Ch. HFS 57, Adm. Code.

“Independent Living” means the transitional necessary services, supports and opportunities provided to assist youth in transition when leaving out-of-home care to independent living in order to maximize their ability to become self-sufficient, productive, and healthy adults.

“Initial Assessment” is a component of the CPS casework process that involves problem validation, initiates service provision, and begins the establishment of a working relationship between CPS and the family.

“Intake” means a component of the CPS casework process that involves the identification of possible child maltreatment and initiates the assessment of child safety and risk of maltreatment.

“Lead Agency” is a member of an applicant consortium designated responsible to fulfill the roles described for the lead agency on pages 7 and 8 of this RFP. The lead agency is responsible for signing the contract. The lead agency may also be the fiscal agent.

“Maltreatment” means the negative physical, emotional, or sexual treatment of a child in such a manner that the child’s emotional, cognitive, or physical development is or will be impaired. Physical and sexual abuse and emotional damage are defined at s. 48.02(1), Stats., and neglect is defined at s. 48.981(1)(d), Stats.

“Neighborhood Network of Family Services” means a community-based system of service providers developed by a lead agency or agencies to provide treatment services designed to ameliorate the need for CPS involvement.

“Ongoing Caseworker ” is staff person who actively regulates assistance provided to children and families. As part of child protective services case management, the ongoing caseworker directs the child protective service case process including the continuous assessment of child safety, development of plans and use of services to ensure child safety, completion of a family assessment, development of a case plan, coordination of treatment services, evaluation of case progress, and movement toward case closure.

“Out-of-Home Placement” means care provided to a child removed from his or her home; this care could be provided through a relative, a foster home, a treatment foster home, shelter care, a group home, or a residential care center for children and youth.

“Outcome” means a positive result or change in behavior, emotion, cognition, role performance, interactions of family members, or environmental circumstances which, when achieved, reduces the risk of maltreatment.

“Partnership Council” means a group of representatives who are responsible for providing program and policy suggestions, recommending evaluation measures, funding opportunities and priorities, systems coordination and capacity building. The formation of this council and its composition are described in statute established under 1995 Wisconsin Act 303.

“Permanency Plan” is a specific plan for a child placed outside of his or her home, required under s. 48.38, Stats., for promptly reuniting a child with his or her family or arranging for a permanent home.

“Pre-Qualification” means the first phase of the RFP process in which the proposers must demonstrate their experience and qualifications as an organization to perform the duties of a lead agency for ongoing case management and safety services for the BMCW. Those agencies that meet the predetermined minimum requirements are eligible to participate in Phase II of the RFP process.

“Proposal” means the response to this RFP.

“Risk” means the likelihood that maltreatment will occur.

“Safety” means the present security and well being of a child who has been assessed to be at risk of maltreatment.

“Safety Services” means specialized assistance provided to a family following the completion of an analysis of child safety and intended for the sole purpose of controlling for safety; safety services differ from treatment services in that they are short-term and used strictly to control for the immediate safety and well-being of the child.

“Safety Services Case Management” consists of specialized services utilized following the completion of an analysis of child safety and intended for the sole purpose of controlling for safety, stabilizing the family, and assisting the family in developing linkages to informal, formal, and natural supports in order to safely care for children in the home without further child protective or safety services program involvement.

“Safety Services Manager” means the person responsible for coordinating in home services to ensure child safety and evaluating service provision and for ensuring the thorough completion of program requirements with each assigned family.

“Safety Services Providers” means professionals, para-professionals, and volunteers of safety services lead agency and/or organizations or programs with whom the safety services lead agency has developed subcontractual or other formal arrangements to deliver specific safety services to children and families referred to the safety services lead agency by the initial assessment units of the Bureau of Milwaukee Child Welfare.

“Services Provider Network” means a community-based system of service providers developed by a lead agency or agencies to provide treatment services designed to ameliorate the need for CPS involvement.

“Service Site or Territory” means a specific geographical area within Milwaukee County designated by the BMCW as a service region.

“Sub-contractor” means an organization or group with whom the applicant has developed or proposes to develop a contractual agreement to provide Ongoing Case Management or Safety Services within a lead agency, or an organization or group with whom the applicant proposes to develop a contractual agreement to serve as a service provider within the treatment services network advanced by the lead agency.

“Treatment Services” are specialized services identified in the assessment utilized to address the core conditions causing risk of maltreatment. Treatment Services are intended to achieve the outcomes identified in the case plan, to alleviate core conditions warranting CPS intervention, and to ameliorate any effects resulting from maltreatment.

“Vendor” means a firm/organization submitting a proposal in response to this RFP.

“Wraparound” means an individualized, empowerment approach to service delivery emphasizing community, family, and strength based service approaches that are flexible, categorically unconditional, and culturally competent, and which rely on measurable objectives.